The information contained in this edition of the *LC Guidelines Supplement to MARC 21 Format for* Authority Data is current as of June 2003. An online edition is available through Cataloger's Desktop; for more information visit LC's Cataloging Distribution Services home page at: (http://www.loc.gov/cds/).

Please print out and copy on blue paper (if possible) and interfile in the *MARC 21 Authority Format*.

06/17/03

LC GUIDELINES SUPPLEMENT TO THE MARC 21 FORMAT FOR *AUTHORITY* DATA

2002 Edition

Library of Congress ■ Washington, D.C.

UNITED STATES GOVERNMENT

Memorandum

LIBRARY OF CONGRESS

TO : DCM Recipients

DATE : April 28, 2003

FROM : Barbara B. Tillett, Chief
Cataloging Policy and Support Office

SUBJECT : Update pages for *LC Guidelines Supplement to the MARC 21 Format for Authority Data*, 2002 edition: Leader (p. 1-2), 008/33 (p. 1), 065 (p. 1), 148 (p. 1), 448 (p. 1), 548 (p. 1), 670 (p. 1), 748 (p. 1)

This revision of the *LC Guidelines* ("blue pages")incorporates changes to reflect Update No. 3 to the MARC 21 Format for Authority Data.

New fields 065, 148, 448, 548, 748, and new code o in Leader/05 are not to be used by LC or NACO/SACO participants at this time. Implementation of new subfield $u in field 670 has also been postponed until all NACO nodes are able to implement the new subfield.

The page for 008/33 has been revised to correct a typographical error in the footer.

UNITED STATES GOVERNMENT

Memorandum

LIBRARY OF CONGRESS

TO : DCM Recipients

DATE : April 18, 2002

FROM : Barbara B. Tillett, Chief
Cataloging Policy and Support Office

SUBJECT : *LC Guidelines Supplement to the MARC 21 Format for Authority Data*, 2002 edition

This edition of the *LC Guidelines Supplement to the MARC 21 Format for Authority Data*, also known as the "Blue Pages," completely replaces the previous edition of the document. This edition has been revised to provide guidelines for LC and NACO/SACO application of the current MARC 21 authority format. CPSO is now responsible for maintaining and issuing these guidelines.

In addition to stylistic simplification, major changes from the previous edition are:

1) Fields **016, 042**, **700, 710, 711, 730,** and **751** may now be used by national bibliographic agencies, in consultation with LC's Cooperative Cataloging Team;.

2) Field **053** may now be used by NACO participants to record an LC classification number assigned by an agency other than LC;

3) Fields **678** (current format definition) and **856** may not be used in the National Authority File.

Introduction

The Library of Congress (LC) Guidelines for MARC 21 authority records are intended to be used in conjunction with the *MARC 21 Format for Authority Data* (Washington, D.C.: Library of Congress, Cataloging Distribution Service, 1999-). They were prepared by the Cataloging Policy and Support Office and the Cooperative Cataloging Team in the Regional and Cooperative Cataloging Division and are based on previous editions compiled by the Network Development and MARC Standards Office.

Scope of LC Guidelines

The LC Guidelines present information relating to two areas of usage in authority records: 1) usage pertaining to records contributed to the Library of Congress authority files by participants in the Name Authority Cooperative (NACO) or Subject Authority Cooperative (SACO) programs; and 2) usage pertaining to authority records created by the Library of Congress including those contributed by LC catalogers. Records include name, series, and subject authority records. The guidelines were developed from various internal and published documents, including the *MARC 21 Format for Authority Data* 1999 base text with Updates No. 1 (Oct. 2000) and No. 2 (Oct. 2001), the the most recent editions of the *NACO Participants' Manual* (Washington, D.C., Library of Congress, Cataloging Distribution Service), and the *SACO Participants' Manual* (Washington, D.C., Library of Congress, Cataloging Distribution Service).

Direction for use of LC Guidelines

The LC Guidelines for authority records should be used by LC catalogers and institutions participating in NACO or SACO and creating authority records to be added to the Library of Congress authority files. The guidelines may also be used by institutions that need or want to know special LC practice in authority records. As already mentioned, these guidelines are intended to be used in conjunction with the *MARC 21 Format for Authority Data*. Data requirements that are not specific to NACO or SACO and/or LC are presented only in the main text of the authorities format.

NACO/SACO participants and Library of Congress staff creating authority records must also apply the appropriate procedures presented in various LC cataloging documents (e.g., the LC *Descriptive Cataloging Manual (DCM)*, and the *Subject Cataloging Manual: Subject Headings (SCM)*). Cooperating institutions may also refer to the *NACO Participants' Manual* and the *SACO Participants' Manual.*

Organization of LC Guidelines

The guidelines pages may be filed at the end of the main text of the field to which they apply in the authorities format or in a separate binder. Each guidelines page is marked at the top with the title of the MARC 21 format section (usually a three-digit field tag) to which it applies.

NACO usage and **SACO** usage sections are given first, with a list of data elements receiving special treatment and explanatory text where appropriate. When there is no special NACO and/or SACO usage, any data requirements detailed in the main text of the Authority format are still applicable.

LC usage follows **NACO/SACO** usage sections. The LC Usage section is also divided into subsections on Name/Series usage, and Subject usage, as appropriate. Some LC usage may be more restrictive than that prescribed for NACO and SACO participants. NACO and SACO participants may not be restricted necessarily from using specific data elements even though LC does not use them. These differences are noted when they occur.

Leader

NACO:

Leader/05 (Record status)
Do not use codes:
a, d, o, s, x

If a NACO participant identifies an authority record that should be deleted from the National Authority File, consult LC's Cooperative Cataloging Team to have the record deleted. NACO participants are not permitted to delete the record from the LC file.

Leader/09 (Character coding scheme)
Do not use codes:
a

Leader/17 (Encoding level)
Consult LC's Cooperative Cataloging Team before using code o.

SACO:

Leader/05 (Record status)
Do not use codes:
a, d, o, s, x

Leader/09 (Character coding scheme)
Do not use codes:
a

Leader/17 (Encoding level)
Do not use codes:
o

Leader

LC Guidelines

LC:

NAMES/SERIES:

Leader/05 (Record status)
Do not use codes:
a, o, s, x

Leader/09 (Character coding scheme)
Do not use codes:
a

Leader/17 (Encoding level)
Use code o for Early Notice Records.

SUBJECTS:

Leader/05 (Record status)
Do not use codes:
a, o, s, x

Leader/09 (Character coding scheme)
Do not use codes:
a

Leader/17 (Encoding level)
Do not use codes:
o

Directory

NACO:

The Directory is always system generated.

SACO:

The Directory is always system generated.

LC:

NAMES/SERIES:

The Directory is always system generated.

SUBJECTS:

The Directory is always system generated.

001 Control Number

NACO:

Structure

Control numbers used in Name/Series authority records contributed through NACO have the following structure:

Alphabetic prefix - Two (records originally contributed 2001+) or three (records originally contributed prior to 2001) character positions contain the alphabetic prefix. The prefix is carried as lowercase characters; it is left justified and unused positions contain blanks. The valid control number prefixes for name and series authority records are (# = blank):

n## Name and series authority records originally input prior to 2001 using LC's internal system
n# Name and series authority records originally input 2001+ using LC's internal system
nb# Name and series authority records originally contributed prior to 2001 via the British Library
nb Name and series authority records originally contributed 2001+ via the British Library
no# Name and series authority records originally contributed prior to 2001 via OCLC
no Name and series authority records originally contributed 2001+ via OCLC
nr# Name and series authority records originally contributed prior 2001 via RLIN
nr Name and series authority records originally contributed 2001+ via RLIN

SACO:

Subject authority records are not normally contributed in machine-readable form from sources outside the Library of Congress.

LC:

NAMES/SERIES:

Library of Congress and NACO control numbers have the same structure. See NACO section above.

Control numbers for Name/Series authority records created using LC's internal system have the following alphabetic prefix:

n## Name and series authority records originally input prior to 2001
n# Name and series authority records originally input 2001+

Name/Series authority records created by LC catalogers using OCLC or RLIN have control numbers beginning with the prefixes “no” or “nr” as above.

SUBJECTS:

Control numbers for Subject authority records created using LC’s internal system have the following alphabetic prefixes:

sh# Subject heading authority record originally input prior to 2001
sh Subject heading authority record originally input 2001+
sp# Subject (Proposed) authority record originally input prior to 2001
sp Subject (Proposed) authority record input 2001+
sj# Subject (Juvenile) authority record originally input prior to 2001
sj Subject (Juvenile) authority record input 2001+

003 Control Number Identifier

NACO:

This field is generated by LC when a NACO record is added to the National Authority File.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

This field is system generated for MARC export only. It is not stored internally in LC's MARC system.

SUBJECTS:

Do not use this field.

005 Date and Time of Latest Transaction

NACO:

A NACO participant system may supply a preliminary 005 field to new records which will be replaced by the first official 005 at LC when the record enters the National Authority File.

An 005 field is system generated by LC when a NACO record is added to the National Authority File at LC whether there is already an 005 field in the record or not. For a record new to the National Authority File, the 005 generated is the first official version identifier for the record. A change record must contain an 005 identical to the one in the National Authority File record it is changing for the change to occur. The 005 is automatically updated when the change record replaces the record in the file.

SACO:

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.

LC:

NAMES/SERIES:

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.

SUBJECTS:

An 005 field is system generated when a record is added whether there is already an 005 field in the record or not. For a record new to the file, the 005 generated is the first official version identifier for the record. The 005 is automatically updated when the change record replaces the record in the file.

008/00-05 Date entered on file

NACO:

The date entered on file is generated by the participant's processing system.

Do not use the fill character.

SACO:

The date entered on file is generated by the participant's processing system.

Do not use the fill character.

LC:

NAMES/SERIES:

The date entered on file is generated by LC's processing system.

Do not use the fill character.

SUBJECTS:

The date entered on file is generated by LC's processing system.

Do not use the fill character.

008/06 Direct or indirect geographic subdivision

NACO:

Always use code n.

SACO:

Use i or blank as appropriate for "May Subd Geog" or "Not Subd Geog" respectively. If neither code is appropriate use the fill character.

Do not use codes:
d

LC:

NAMES/SERIES:

Use code n in most Name/Series authorities.

Do not use codes:
d, fill character

SUBJECTS:

Do not use codes:
d

008/07 Romanization scheme

NACO:

Always use the fill character.

SACO:

Always use the fill character.

LC:

NAMES/SERIES:

Always use the fill character.

Exception: During the machine conversion of authority records for Chinese name/titles from Wade-Giles to pinyin romanization, code c was input in 008/07 in records actually converted to pinyin and code n was input in records considered for conversion but not actually converted.

SUBJECTS:

Always use the fill character.

008/08 Language of catalog

NACO:

Always use blank.

SACO:

Always use blank.

LC:

NAMES/SERIES:

Always use blank.

SUBJECTS:

Always use blank.

008/09 Kind of record

NACO:

Consult LC's Cooperative Cataloging Team before using code b in a reference record containing a 666 general explanatory reference field.

Do not use codes:
d, e, f, g, fill character

SACO:

Do not use codes:
e, f, g, fill character

LC:

NAMES/SERIES:

Do not use codes:
d, e, f, g, fill character

SUBJECTS:

Do not use codes :
e, f, g, fill character

008/10 Descriptive cataloging rules

NACO:

Do not use codes:
a, b, z, fill character

Use code n in traced reference records (008/09, Kind of record, code c). Consult LC's Cooperative Cataloging Team before using code n for special situations, such as when *AACR 2* or *AACR 2 compatible* is not applicable.

SACO:

Always use code n.

LC:

NAMES/SERIES:

Do not use codes:
a, b, z, fill character

Use code n in traced reference records (008/09, Kind of record, code c). Also use code n for special situations, such as when *AACR 2* or *AACR 2 compatible* is not applicable to the established form of a name or title heading.

Library of Congress guidelines for AACR 2 compatible personal and corporate name headings are in *Cataloging Service Bulletin*, no. 81 (Summer 1998), p. 27-28, and no. 77 (Summer 1997), p. 47-48.

SUBJECTS:

Do not use codes:
a, b, c, d, z, fill character

008/11 Subject heading system/thesaurus

NACO:

Use code n in reference records (008/09, Kind of record, code b or c) and in records when the 1XX is not appropriate for use as a subject heading.

Do not use codes:
b, c, d, k, r, s, v, z, fill character

SACO:

Do not use codes:
c, d, k, r, s, v, z, fill character

LC:

NAMES/SERIES:

Use code n in reference records (008/09, Kind of record, code b or c) and in records when the 1XX is not appropriate for use as a subject heading.

Do not use codes:
b, c, d, k, r, s, v, z, fill character

SUBJECTS:

Do not use codes:
c, d, k, r, s, v, z, fill character

008/12 Type of series

NACO:

Do not use codes:
fill character

SACO:

Always use code n.

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Always use code n.

008/13 Numbered or unnumbered series

NACO:

Do not use codes:
fill character

SACO:

Always use code n.

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Always use code n.

008/14 Heading use–main or added entry

NACO:

Consult LC's Cooperative Cataloging Team before using code b in a reference record that contains either field 664 (Complex See Reference–Name) or field 666 (General Explanatory Reference–Name).

Do not use codes:
fill character

SACO:

Do not propose subject headings that duplicate name authority headings.

Always use code b.

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Always use code b.

008/15 Heading use-subject added entry

NACO:

Do not use codes:
fill character

SACO:

Do not use codes :
fill character

LC:

NAMES/SERIES:

Do not use codes :
fill character

SUBJECTS:

Do not use codes:
fill character

008/16 Heading use-series added entry

NACO:

Do not use codes:
fill character

SACO:

Always use code b.

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Always use code b.

008/17 Type of subject subdivision

NACO:

Use either code n or a fill character in this character position.

Do not use codes:
a, b, c, d, e

SACO:

Do not use codes:
fill character

LC:

NAMES/SERIES:

Always use code n.

SUBJECTS:

Do not use codes:
fill character

008/18-27 Undefined character positions

NACO:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

SACO:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

LC:

NAMES/SERIES:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

SUBJECTS:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

008/28 Type of government agency

NACO:

There are no special NACO requirements for this character position. Use the appropriate code or the fill character.

SACO:

Always use the fill character.

LC:

NAMES/SERIES:

Always use the fill character.

SUBJECTS:

Always use the fill character.

008/29 Reference evaluation

NACO:

Do not use codes:
b, fill character

SACO:

Do not use codes:
fill character

LC:

NAMES/SERIES:

Do not use codes:
b, fill character

Code b may occur in LC records created before the adoption of AACR 2 in Jan. 1981 and will continue to exist until any records containing reference tracings have been evaluated and the authority record updated.

SUBJECTS:

Do not use codes:
fill character

008/30 Undefined character position

NACO:

Do not use the fill character in this undefined character position. This position should contain blank.

SACO:

Do not use the fill character in this undefined character position. This position should contain blank.

LC:

NAMES/SERIES:

Do not use the fill character in this undefined character position. This position should contain blank.

SUBJECTS:

Do not use the fill character in this undefined character position. This position should contain blank.

008/31 Record update in process

NACO:

There are no special requirements for this character position. Note: Follow NACO procedures for updating existing name authority records.

Do not use codes:
fill character

SACO:

Do not use codes:
b, fill character

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Do not use codes:
b, fill character

008/32 Undifferentiated personal name

NACO:

Do not use codes:
fill character

SACO:

Do not use codes:
b, fill character

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Do not use codes:
b, fill character

008/33 Level of establishment

NACO:

Consult LC's Cooperative Cataloging Team before using code d.

Do not use codes:
fill character

SACO:

Do not use codes:
b, d, fill character

LC:

NAMES/SERIES:

Do not use codes:
fill character

SUBJECTS:

Do not use codes:
b, d, fill character

008/34-37 Undefined character positions

NACO:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

SACO:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

LC:

NAMES/SERIES:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

Positions 35-37 were defined as Language of heading code, prior to 1986. LC never coded positions 35-37 for the language of heading. Fill characters were recorded in these positions.

SUBJECTS:

Do not use the fill character in these undefined character positions. These positions should contain blanks.

Positions 35-37 were defined as Language of heading code, prior to 1986. LC never coded positions 35-37 for the language of heading. Fill characters were recorded in these positions.

008/38 Modified record

NACO:

Always use blank.

SACO:

Always use blank.

LC:

NAMES/SERIES:

Always use blank.

SUBJECTS:

Always use blank.

008/39 Cataloging source

NACO:

National bibliographic agencies use blank; other NACO participants use code c.

Do not use codes:
d, u, fill character

SACO:

Always use code c.

LC:

NAMES/SERIES:

Always use blank.

SUBJECTS:

Always use blank.

010 Library of Congress Control Number

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

LC practice for this field is described under the section for field 010 in the main text of the format.

SUBJECTS:

LC practice for this field is described under the section for field 010 in the main text of the format.

014 Link to Bibliographic Record for Serial or Multipart Item

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

016 National Bibliographic Agency Control Number

NACO:

Field 016 may be supplied only by national bibliographic agencies. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records

Do not use subfields:
$8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

020 International Standard Book Number

NACO:

NACO participants may supply the 020 field in series authority records for multipart items at their own discretion. There are no further guidelines for the field.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

022 International Standard Serial Number

NACO:

Use this field in series authority records only.

Do not use subfields:
$y, $z, $6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in series authority records only.

Do not use subfields:
$y, $z, $6, $8

SUBJECTS:

Do not use this field.

035 System Control Number

NACO:

The use of field 035 is determined by each contributor's system.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

As part of the conversion of data to its current system, an 035 field was added to every Name/Series authority record. An 035 is also added to all new and updated authority records coming into the LC database from other systems as part of the load process.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

040 Cataloging Source

NACO:

Do not use subfields:
$e, $f, $6, $8

SACO:

Do not use subfields:
$e, $f, $6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$e, $f, $6, $8

LC began using subfield $b in 1998.

SUBJECTS:

Do not use subfields:
$e, $f, $6, $8

LC began using subfield $b in 1998.

042 Authentication Code

NACO:

This field may be supplied only by national bibliographic agencies in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

043 Geographic Area Code

NACO:

NACO participants may supply the 043 field in Name/Series authority records at their own discretion, following the guidelines in the *MARC Code List for Geographic Areas*.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

045 Time Period of Heading

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

050 Library of Congress Call Number

NACO:

Use this field in Series authority records only.

Always use Second indicator value 4.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in Series authority records only.

Always use Second indicator value 0.

Do not use subfields:
$6, $8

LC no longer uses locally-defined subfield $u (Local custodial location) for information about where an item or collection is physically located, although older records with subfield $u remain in LC records.

Field 050 may contain call numbers that do not follow the Library of Congress classification schedules, for example:

050 #0 $a LAW
050 #0 $a Microfilm 85/20,233
050 #0 $a WMLC L 82/1234

SUBJECTS:

Do not use this field.

052 Geographic Classification

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

053 LC Classification Number

NACO:

NACO participants may use this field to record an LC classification number associated with a personal name heading for an author who has written a work of the imagination, other than a work for children.

Consult LC's Cooperative Cataloging Team before using field 053 in Name/Series authority records if no LC classification number is found on LC created and input bibliographic records (040 = $a DLC $c DLC).

Do not use subfields:
$6, $8

SACO:

Always use Second indicator value 0.

Do not use subfields:
$5, $6, $8

LC:

NAMES/SERIES:

Always use Second indicator value 0.

Do not use subfields:
$5, $6, $8

SUBJECTS:

Always use Second indicator value 0.

Do not use subfields:
$5, $6, $8

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECT only]*

Use this field in subject authority records to record a single classification number or classification number span associated with a 1XX heading in an established heading record. Use local subfield $9 to control the printing of the field in output products.

055 National Library of Canada Call Number

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

060 National Library of Medicine Call Number

NACO:

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

065 Other Classification Number

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

066 Character Sets Present

NACO

Do not use this field. Alternate graphic representation fields are not within the scope of the present NACO program.

SACO:

Do not use this field.

LC:

NAMES/SERIES :

Do not use this field.

SUBJECTS:

Do not use this field.

070 National Agricultural Library Call Number

NACO:

Field 070 may be supplied only by the National Library of Agriculture in series authority records. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

072 Subject Category Code

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

073 Subdivision Usage

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Use instruction sheet numbers H 1095 to H 1200 from the *Subject Cataloging Manual: Subject Headings* as the source for information in subfield $a.

Do not use subfields:
$6, $8

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECT only]*

Use local subfield $9 to control the printing of the field in output products.

082 Dewey Decimal Call Number

NACO:

Consult LC's Cooperative Cataloging Team before using field 082 in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

083 Dewey Decimal Classification Number

NACO:

Consult LC's Cooperative Cataloging Team before using field 083 in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

086 Government Document Call Number

NACO:

Field 086 may be supplied only by the U.S. Government Printing Office in series authority records. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

087 Government Document Classification Number

NACO:

NACO participants may supply field 087 in Name/Series authority records at their own discretion. There are no further guidelines for this field

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

090 Local Call Number

Indicators

First - Undefined

Second - Undefined

Subfield Codes

$a - Classification number (NR)
$b - Item number (NR)
$d - Volumes/dates to which call number applies (NR)

NACO :

If all or part of the series is classified as a collection, use this field for the local call number if the call number is other than a Library of Congress call number (field 050) or a National Library of Medicine call number (field 060). The National Agricultural Library uses field 070 for its call number; if another library uses the National Agricultural Library call number, use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

100 Heading--Personal Name

NACO:

Do not use:
First indicator value 3 in Name/Series authority records. (Headings for family names are established as Subject authority records.)

Do not use subfields
$e, $g, $h, $j, $v, $x, $y, $z, $6, $8

SACO :

Do not use subfields:
$e, $g, $h, $j, $6, $8

LC :

NAMES/SERIES:

Do not use:
First indicator value 3 in Name/Series authority records. (Headings for family names are established as Subject authority records.)

Do not use subfields:
$e, $g, $h, $j, $v, $x, $y, $z, $6, $8

SUBJECTS:

Do not use subfields:
$e, $g, $h, $j, $6, $8

110 Heading--Corporate Name

NACO:

Do not use subfields:
$e, $h, $v, $x, $y, $z, $6, $8

SACO:

Do not use subfields:
$e, $h, $6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$e, $h, $v, $x, $y, $z, $6, $8

SUBJECTS:

Do not use subfields:
$e, $h, $6, $8

111 Heading--Meeting Name

NACO:

Do not use subfields:
$h, $v, $x, $y, $z, $6, $8

SACO:

Do not use subfields:
$h, $6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$h, $v, $x, $y, $z, $6, $8

SUBJECTS:

Do not use subfields:
$h, $6, $8

130 Heading--Uniform Title

NACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading.

Do not use subfields:
$h, $v, $x, $y, $z, $6, $8

SACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading.

Do not use subfields:
$h, $6, $8

LC:

NAMES/SERIES

Always use Second indicator value 0. Omit an initial article that is not an integral part of the entry element of a uniform when formulating the entry element of the heading.

Do not use subfields:
$h, $v, $x, $y, $z, $6, $8

SUBJECTS:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the heading

Do not use subfields:
$h, $6, $8

148 Heading–Chronological Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

150 Heading--Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$b, $6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$b, $6, $8

151 Heading--Geographic Name

NACO:

Do not use subfields:
$v, $x, $y, $z, $6, $8

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$v, $x, $y, $z, $6, $8

SUBJECTS:

Do not use subfields:
$6, $8

155 Heading--Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

180 Heading--General Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

181 Heading--Geographic Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

182 Heading--Chronological Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

185 Heading–Form Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

Tracings and References–General Information–4XX Fields

NACO:

Subfield Codes

$w - Control subfield in 4XX See From Tracing fields

——/0 Special relationship

Use code n (Not applicable) when a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/2 Earlier form of heading

Use code n (Not applicable) when neither code a nor e applies and a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/3 Reference display

Code n (Not applicable) allows the generation of a cross reference display and need not be coded in subfield $w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

SACO:

All SACO participants should follow the LC Subject usage guidelines which follow.

LC:

Subfield Codes:

NAMES/SERIES

$w - Control subfield in 4XX See From Tracing fields

——/0 Special relationship

Do not use the following codes:

a - Earlier heading	g - Broader term
b - Later heading	h - Narrower term
d - Acronym	i - Reference instruction phrase in subfield $i
f - Musical composition	t - Immediate parent body

Code d may occur in LC records created before 1981.

——/1 Tracing use restriction

Do not use the following codes:

a - Name reference structure only
b - Subject reference structure only
c - Series reference structure only
d - Name and subject reference structures
e - Name and series reference structures
f - Subject and series reference structures
g - Name, subject, and series reference structures

——/2 Earlier form of heading

Do not use the following code:

o - Earlier established form of heading (other authority file)

Use code a (Pre-AACR 2 form of heading (national name authority file)) when the tracing is for a linking reference from a pre-AACR 2 heading.

Use code e (Earlier established form of heading (national authority file)) in the national name authority file primarily when a reference from the former heading is appropriate under normal AACR 2 reference practice, and the former heading is not covered by code a. This includes former headings where code c (AACR 2) or code d (Non-AACR 2 form used with AACR 2) were used. Do not automatically make a reference from the former heading in order to supply code e.

The following obsolete codes may appear in LC records created before the adoption of AACR 2 in January 1981 until these records have been evaluated (008/29, Reference evaluation is changed to code a) and the authority record updated.

b - AACR 1 [OBSOLETE]
c - AACR 2 [OBSOLETE]
d - Non-AACR 2 form used with AACR 2 [OBSOLETE]

——/3 Reference display

Do not use the following codes:

c - Reference not displayed, field 663 or 360 used
d - Reference not displayed, field 665 used

LC has not used field 665 since mid-Feb. 1981. Use code a (Reference not displayed) or b (Reference not displayed, field 664 used) when appropriate for suppressing a cross reference display.

SUBJECTS:

$w - Control subfield in 4XX See From Tracing fields

——/0 Special relationship

Use code n (Not applicable) in this position.

——/1 Tracing use restriction

Use code n (Not applicable) in this position.

——/2 Earlier form of heading

Use code e (Earlier established form of heading (national authority file), or code n (Not applicable) in this position.

——/3 Reference display

Use code n (Not applicable) in this position.

Tracing and Reference Fields–General Information–5XX fields

NACO:

Subfield Code:

$w - Control subfield in 5XX See Also From Tracing fields

——/0 Special relationship

Use code n (Not applicable) when neither code a nor b applies and a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/1 Tracing use restriction

Use code n (Not applicable) when a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/2 Earlier form of heading

Use code n (Not applicable) when a subsequent character position in subfield $w is coded. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

——/3 Reference display

Code n (Not applicable) allows the generation of a cross reference and need not be coded in subfield $w/3. In other respects NACO participants should follow the guidelines in the LC usage section for this subfield.

SACO:

All SACO participants should follow the LC Subject guidelines which follow.

LC:

NAMES/SERIES

$w - Control subfield in 5XX See Also from Tracing fields

——/0 Special relationship

Do not use the following codes:

d - Acronym
f - Musical composition
h - Narrower term
i - Reference instruction phrase in subfield $i
t - Immediate parent body

Codes d and f may occur in LC records created before 1981.

Use code a (Earlier heading) or b (Later heading) when appropriate for a 1XX/5XX relationship.

——/1 Tracing use restriction

Do not use the following codes:

a - Name reference structure only
b - Subject reference structure only
c - Series reference structure only
d - Name and subject reference structures
e - Name and series reference structures
f - Subject and series reference structures
g - Name, subject, and series reference structures

Code b may occur in LC records created before 1988.

——/2 Earlier form of heading

Do not use the following codes:

a - Pre-AACR 2 form of heading (national name authority file)
e - Earlier established form of heading (national authority file)
o - Earlier established form of heading (other authority file

——/3 Reference display

Do not use the following codes:

b - Reference not displayed, field 664 used
d - Reference not displayed, field 665 used

LC has not used field 665 since mid-Feb. 1981. Records created before that time may contain code d in subfield $w/3.

Use code a (Reference not displayed) or c (Reference not displayed, field 663 used) when appropriate for suppressing a cross reference display.

SUBJECTS:

——/0 Special relationship

Use code g (Broader term) or code n (Related term).

——/1 Tracing use restriction

Use code n in this position.

——/2 Earlier form of heading

Use code n in this position.

——/3 Reference display

Use code n in this position.

260 Complex See Reference–Subject

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

360 Complex See Also Reference–Subject

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

400 See From Tracing–Personal Name

NACO:

Do not use:
First indicator value 3 in Name/Series authority records. Headings for family names are established as Subject authority records.

Do not use subfields:
$e, $g, $h, $i, $j, $v, $x, $y, $z, $5, $6, $8

NACO usage for subfield $w is given in the LC Guidelines sections for *Tracings and References*.

SACO :

Do not use subfields:
$e, $g, $h, $i, $j, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use:
First indicator value 3 in Name/Series authority records. Headings for family names are established as Subject authority records.

Do not use subfields:
$e, $g, $h, $i, $j, $v, $x, $y, $z, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$e, $g, $h, $i, $j, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

410 See From Tracing–Corporate Name

NACO :

Do not use subfields
$e, $h, $i, $v, $x, $y, $z, $5, $6, $8

NACO usage for subfield $w is given in the LC Guidelines sections for *Tracings and References*.

SACO:

Do not use subfields:
$e, $h, $i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$e, $h, $i, $v, $x, $y, $z, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$e, $h, $i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 is to control the printing of the field in output products.

411 See From Tracing–Meeting Name

NACO:

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

NACO usage for subfield $w is given in the LC Guidelines sections for *Tracings and References*.

SACO:

Do not use subfields:
$h, $i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$h, $i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

430 See From Tracing–Uniform Title

NACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

NACO usage for subfield $w is given in the LC Guidelines sections for *Tracings and References*.

SACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

448 See From Tracing–Chronological Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

450 See From Tracing–Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$b, $i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$b, $i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

451 See From Tracing–Geographic Name

NACO:

Do not use subfields:
$i, $v, $x, $y, $z, $5, $6, $8

NACO usage for subfield $w is given in the LC Guidelines sections for *Tracings and References*.

SACO :

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$i, $v, $x, $y, $z, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Local subfield $9 is used to control the printing of the field in output products.

455 See From Tracing–Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

480 See From Tracing–General Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

481 See From Tracing–Geographic Subdivision

NACO :

Do not use this field.

SACO:

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC :

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

482 See From Tracing–Chronological Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

485 See From Tracing–Form Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES :

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

500 See Also From Tracing–Personal Name

NACO:

Do not use:
First indicator value 3 in Name/Series authority records. (Headings for family names are established as Subject authority records.)

Do not use subfields:
$e, $g, $h, $i, $j, $v, $x, $y, $z, $5, $6, $8

Consult LC's Cooperative Cataloging Team before using subfield $0.

NACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SACO :

Do not use subfields:
$e, $g, $h, $i, $j, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC :

NAMES/SERIES:

Do not use:
First indicator value 3 in Name/Series authority records. (Headings for family names are established as Subject authority records.)

Do not use subfields:
$e, $g, $h, $i, $j, $v, $x, $y, $z, $5, $6, $8

Use subfield $0 only in records imported from the National Library of Canada.

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$e, $g, $h, $i, $j, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

510 See Also From Tracing–Corporate Name

NACO:

Do not use subfields:
$e, $h, $i, $v, $x, $y, $z, $5, $6, $8

Consult LC's Cooperative Cataloging Team before using subfield $0.

NACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SACO:

Do not use subfields:
$e, $h, $i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$e, $h, $i, $v, $x, $y, $z, $5, $6, $8

Use subfield $0 only in records imported from the National Library of Canada.

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$e, $h, $i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

511 See Also From Tracing–Meeting Name

NACO :

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Consult LC's Cooperative Cataloging Team before using subfield $0.

NACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SACO :

Do not use subfields:
$h, $i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Use subfield $0 only in records imported from the National Library of Canada.

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$h, $i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

530 See Also From Tracing–Uniform Title

NACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Consult LC's Cooperative Cataloging Team before using subfield $0.

NACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SACO:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $v, $x, $y, $z, $5, $6, $8

Use subfield $0 only in records imported from the National Library of Canada.

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Always use Second indicator value 0. Omit an initial article that is not an integral part of the uniform title when formulating the entry element of the reference.

Do not use subfields:
$h, $i, $0, $5, $6, $8
Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

\$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield \$9 to control the printing of the field in output products.

548 See Also From Tracing–Chronological Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

550 See Also From Tracing–Topical Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

551 See Also From Tracing–Geographic Name

NACO:

Do not use subfields:
$i, $v, $x, $y, $z, $5, $6, $8

Consult LC's Cooperative Cataloging Team before using subfield $0.

NACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SACO:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use subfields:
$i, $v, $x, $y, $z, $5, $6, $8

Use subfield $0 only in records imported from the National Library of Canada.

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

555 Heading--Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

580 See Also From Tracing–General Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $0, $5,$6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5,$6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

581 See Also From Tracing–Geographic Subdivision

NACO :

Do not use this field.

SACO :

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

582 See Also From Tracing–Chronological Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC :

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

Usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

585 See From Tracing–Form Subdivision

NACO:

Do not use this field.

SACO:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$i, $0, $5, $6, $8

SACO usage for subfield $w is given in the LC Guidelines section for *Tracings and References*.

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

640 Series Dates of Publication and/or Sequential Designation

NACO:

Use this field in Series authority records only.

Always use First indicator value 1.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES

Use this field in Series authority records only.

Always use First indicator value 1.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

641 Series Numbering Peculiarities

NACO:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

642 Series Numbering Example

NACO e:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

643 Series Place and Publisher/Issuing Body

NACO:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

644 Series Analysis Practice

NACO:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC :

NAMES/SERIES:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

645 Series Tracing Practice

NACO:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

646 Series Classification Practice

NACO:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field in Series authority records only.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

663 Complex See Also Reference–Name

NACO:

Prefer simple cross references to complex cross references. Use field 663 only when the relationship of other names to the name contained in the 1XX Heading cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 5XX See Also From Tracing fields.

Do not use subfields:
$6, $8

SACO :

Do not use this field.

LC:

NAMES/SERIES:

Prefer simple cross references to complex cross references. Use field 663 only when the relationship of other names to the name contained in the 1XX Heading cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 5XX See Also From Tracing fields.

LC did not implement field 663 until March 1984. Before that time, LC used field 664 (Complex See Reference–Name) for all complex reference situations. These reference records contain an *established* heading in the 1XX field and a *see also* reference in field 664. The evaluation of references process in an existing authority record may result in the deletion of the reference record and either the addition of field 663 to the related established heading record or the adjustment of the subfield $w coding in the existing 5XX fields.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

664 Complex See Reference-Name

NACO:

Consult LC's Cooperative Cataloging Team before using field 664 in Name/Series authority records.

Prefer simple cross references over complex cross references. Use a reference record containing a 664 field only when the relationship of an unestablished name and one or more established names cannot be adequately expressed by simple see also cross references constructed from the 1XX Heading and multiple 4XX See From Tracing fields in an established heading record.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Since January 1981, LC uses field 664 in a reference record only when the relationship of an unestablished name and one or more established names cannot be adequately expressed by simple see also cross references constructed from field 1XX and multiple 4XX fields in an established heading record.

Reference records created by LC prior to January 1981 that are no longer valid under this practice are deleted and the subfield $w coding in the 4XX fields in the established heading record are adjusted whenever the record must be changed for any reason.

Prior to March 1984, LC used field 664 in a reference record for complex see also references. These reference records contain an *established* heading in the 1XX field and a *see also* reference in field 664. The evaluation of references process in an existing authority record may result in the deletion of the reference record and either the addition of a 663 Complex See Also Reference field to the related established heading record or the adjustment of the subfield $w coding in the existing 5XX fields.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

665 History Reference

NACO:

Do not use this field. Connect related headings with 5XX (See Also From Tracing) fields containing subfield $w position 0 (Special relationship) appropriately coded.

This field may be found in older records. Whenever a record created prior to February 1981 must be changed for any reason, delete any occurrence of field 665 and add or adjust the 5XX fields to accommodate the information originally recorded in field 665.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field. Connect related headings with 5XX (See Also From Tracing) fields containing subfield $w position 0 (Special relationship) appropriately coded.

This field may be found in older records. Whenever a record created prior to February 1981 must be changed for any reason, delete any occurrence of field 665 and add or adjust the 5XX fields to accommodate the information originally recorded in field 665.

SUBJECTS:

Do not use this field.

666 General Explanatory Reference-Name

NACO:

Consult LC's Cooperative Cataloging Team before using field 666 in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Use this field only when individual references from each heading related to the characteristic are impractical.

Do not use subfields:
$6, $8

SUBJECTS:

Do not use this field.

667 Nonpublic General Note

NACO:

Do not use subfields:
$5, $6, $8

SACO:

Do not use subfields:
$5, $6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$5, $6, $8

SUBJECTS:

Do not use subfields:
$5, $6, $8

670 Source Data Found

NACO:

Do not use subfields:
$u, $6, $8

SACO:

Do not use subfields:
$u, $6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$u, $6, $8

SUBJECTS:

Do not use subfields:
$u, $6, $8

675 Source Data Not Found

NACO :

Do not use subfields:
$6, $8

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use subfields:
$6, $8

SUBJECTS:

Do not use subfields:
$6, $8

678 Biographical or Historical Data

NACO :

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field in current authority records.

The field was previously used as originally defined to preserve useful biographical/historical information pertaining to the 1XX heading when manual Name and Series authority cards were converted to machine-readable form.
Value blank was used in the First indicator position. Subfields $b, $u, $6, $8 were not used.

SUBJECTS:

Do not use this field.

680 Public General Note

NACO:

Do not use this field.

SACO:

Do not use subfields:
$5, $6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$5, $6, $8

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

681 Subject Example Tracing Note

NACO :

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

682 Deleted Heading Information

NACO:

Do not use this field.

SACO:

Do not use subfields:
$6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use subfields:
$6, $8

688 Application History Note

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

700 Established Heading Linking Entry–Personal Name

NACO:

Field 700 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO :

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

710 Established Heading Linking Entry–Corporate Name

NACO:

Field 710 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

711 Established Heading Linking Entry–Meeting Name

NACO:

Field 711 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

730 Established Heading Linking Entry–Uniform Title

NACO:

Field 730 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO :

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

748 Established Heading Linking Entry–Chronological Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

750 Established Heading Linking Entry–Topical Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

751 Established Heading Linking Entry–Geographic Name

NACO:

Field 751 may be supplied only by national bibliographic agencies in Name/Series authority records in consultation with LC's Cooperative Cataloging Team. Other NACO participants should not supply, update, or delete this field when found in Name/Series authority records.

Do not use subfields:
$6, $8

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

LC does not maintain this field.

SUBJECTS:

Do not use this field.

755 Established Heading Linking Entry–Genre/Form Term

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

780 Subdivision Heading Linking Entry–General Subdivision

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

781 Subdivision Heading Linking Entry–Geographic Subdivision

NACO:

NACO participants may, at their own discretion, provide a 781 field in Name authority records for geographic headings (151) when creating them for the NACO authority file. The 781 field is used to indicate the appropriate form to be used as a geographic subdivision in a bibliographic record when the heading itself may also be used as a geographic subdivision. 151s not appropriate for use as subdivisions include city sections. Consult instruction sheets H 835 and H 830 in the *Subject Cataloging Manual: Subject Headings*.

Always use Second indicator value 0.

Do not use subfields:
$v, $w, $x, $y, $0, $2, $5, $6, $8

SACO:

Supply the 781 field in Subject authority records for geographic subject headings that may also be used as subdivisions, following the guidelines in the *Subject Cataloging Manual: Subject Headings* instruction sheets H 836 and H 830.

Always use Second indicator value 0.

Do not use subfields:
$v, $w, $x, $y, $0, $2, $5, $6, $8

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Always use Second indicator value 0.

Do not use subfields:
$v, $w, $x, $y, $0, $2, $5, $6, $8

Local Subfield Code

$9 - Local field-level nonprint flag *[SUBJECTS only]*

Use local subfield $9 to control the printing of the field in output products.

782 Subdivision Heading Linking Entry–Chronological Subdivision

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

785 Subdivision Heading Linking Entry–Form Subdivision

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

788 Complex Linking Entry Data

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

856 Electronic Location and Access

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.

880 Alternate Graphic Representation

NACO:

Do not use this field.

SACO:

Do not use this field.

LC:

NAMES/SERIES:

Do not use this field.

SUBJECTS:

Do not use this field.